

**CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
AUGUST 22, 2007**

The Development Review Committee (DRC) of the City of Winter Garden, Florida, met in session on Wednesday, August 22, 2007 in the City Hall Commission Chamber.

CALL TO ORDER

Chairman Edward Williams called the meeting to order at 8:05 a.m. The roll was called and a quorum was declared present.

PRESENT

Voting Members: Chairman/Planning Director Edward Williams, City Manager Mike Bollhoefer (*tie breaker*), Assistant City Manager Marshall Robertson, Utilities Director Charlie Tinch, City Engineer Art Miller, Public Works Director Designee Don Cochran, and Assistant City Engineer Mike Kelley.

Non-voting Attendees: Stormwater Engineer Alex Nasser, City Attorney Kurt Ardaman, and Assistant City Attorney Dan Langley.

Others: Planner Brandon Byers and Planning Technician Lorena Blankenship.

Absent: Fire Marshall Tom Anderson

Chairman Williams stated that as an effort to accommodate the applicants for Sears Building Modification, the committee is meeting at 8:00 a.m. to review their project, but the meeting will recommence as advertised at 9:00 a.m. and will proceed to take proper action in regards to the subject item at that time.

1. Sears Building Modification – Small Scale Site Plan

Lionel Rubio, Cabh Kha, Johnny Peng, and Victor Labo-Nevolen, applicants for the project were in attendance to discuss the Development Review Committee comments.

Planning and Zoning Department comments from letter dated July 17, 2007 were acknowledged and addressed. Mr. Rubio stated that the proposed renovations do not

constitute new development or substantial modifications, therefore compliance with the State Road 50 Overlay should not be required. Mr. Rubio added that additional landscaping will be provided. Planning Director/Chairman Williams required the applicants to provide the Planning Department with a landscape plan for review.

Comments included in the August 09, 2007 memorandum from **City Engineer Miller** were acknowledged and addressed. The applicants and the Committee discussed details in regards to the parking area and proposed landscaping.

Tentative motion was made by City Engineer Miller to approve the Small Scale Site Plan provided the applicant resubmits revised plans addressing City Staff conditions (see attached) to the Planning and Zoning Department, if plans are satisfactory to City Staff the applicant may submit building permits. Seconded by Mike Kelley, the motion carried unanimously 6-0.

The Development Review Committee recessed the meeting at 8:20 and resumed at 9:08 a.m.

2. APPROVAL OF MINUTES

Approval of minutes from regular meeting held August 08, 2007.

Motion by City Engineer Miller to approve the above minutes. Seconded by Utilities Director Charlie Tinch, the motion carried unanimously 6-0.

DRC BUSINESS

3. Winter Garden Commerce Center – Site Plan

Scott Holder and Randy June, applicants for the project were in attendance to discuss the Development Review Committee comments.

Planning and Zoning Department comments from letter dated August 17, 2007 were acknowledged and addressed.

Comments included in the August 15, 2007 memorandum from **City Engineer Miller** were acknowledged and addressed. Discussion took place concerning comment # 1, comment # 3, comment # 6, comment # 8, comment # 9, and comment # 14.

Comments included in the August 16, 2007 memorandum from Storm Water Engineer **Alex Nasser** were acknowledged and addressed. It was noted that the site inspection fees have been increased to 2.25%.

Planning Director Williams will coordinate a meeting with the applicants to discuss some of the issues in regards to the project.

Assistant City Engineer Kelley moved to have the applicant resubmit revised site plan addressing all City Staff conditions (see attached) to the Planning and Zoning Department for another full DRC review cycle. Seconded by Don Cochran, the motion carried unanimously 6-0.

4. Hope Charter School Addition – Site Plan

Greg Hudack, Crystal Yoakum, and Gary Vanhoufed, applicants for the project were in attendance to discuss the Development Review Committee comments.

Planning and Zoning Department comments from letter dated August 17, 2007 were acknowledged and addressed. Discussion took place concerning comment # 3, in regards to the required parking calculations. Planning Director Williams required the applicant to provide documentation to the City addressing the special circumstances of the parking situation. The document must include information, such as the number of employees, number students who drive, and number of visitors, and demonstrate that the developer is providing sufficient stacking area for the students drop off.

Comments included in the July 13, 2007 memorandum from **City Engineer Miller** were acknowledged and addressed. Discussion took place concerning comment # 1, provide approval from Orange County Health Department for additional flow to the existing septic system.

Comments included in the August 09, 2007 memorandum from Storm Water Engineer **Alex Nasser** were acknowledged and addressed.

City Engineer Miller moved to have the applicant resubmit revised site plan addressing all City Staff conditions (see attached) to the Planning and Zoning Department, if plans are satisfactory to City Staff the applicant may submit building permits. Seconded by Utilities Director Charlie Tinch, the motion carried unanimously 6-0.

In regards to Sears Building Modification item, *City Engineer Miller moved to reaffirm the previous tentative motion. Seconded by Don Cochran, the motion carried unanimously 6-0.*

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 9:50 a.m.

APPROVED:

ATTEST:

Chairman Edward Williams

Planning Technician Lorena Blankenship